

CONFERENCE INFORMATION REPORT

CIVIL ACTION NO. _____

JURY TRIAL _____ **NON-JURY TRIAL** _____ **ARBITRATION** _____

SERVICE OF PROCESS MADE _____ (Date)

SHORT CAPTION:

TRIAL COUNSEL _____

REPRESENTING _____

LAW FIRM _____

ADDRESS _____

TELEPHONE & FAX _____

DISCOVERY COMPLETED _____ **IF NOT, WHEN?** _____ (Date)

Yes

PROTRACTED DISCOVERY REQUIRED? _____

Yes/No

IF YES, DESCRIBE PROPOSED DISCOVERY SEGMENTS BY SUBJECT MATTER OR PARTIES AND SUGGEST DATES FOR SEGMENTS:

OTHER PRETRIAL MATTERS:

SETTLEMENT CONFERENCE REQUESTED? _____

TRIAL TIME: TIME TO PRESENT YOUR CASE _____

TIME FOR ENTIRE TRIAL _____

OTHER COMMENTS:

DATE: _____

SIGNATURE OF COUNSEL

TYPE OR PRINT NAME

This form should be faxed to Chambers at 267.299.5078 or mailed or hand delivered to Chambers, Room 4001, U.S. Courthouse, 601 Market Street, Philadelphia, PA 19106-1741.

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